

LEPC COMPLIANCE LETTER TO FACILITIES

CERTIFIED MAIL

RE: Compliance with SARA Title III Reporting Requirements

To Whom It May Concern,

It has come to the attention of the _____ County Emergency Planning Committee (LEPC) that your facility may be required to report under the Emergency Planning and Community Right-to-Know Act of 1986, also known as SARA Title III, for 20__, 20__ and 20__.

Please visit the SARA Title III Tier II Manager website at www.in.gov/dhs/3893.htm for the reporting requirements.

In brief, a facility storing Extremely Hazardous Substances in quantities of 1-500 lbs. or more, or storing chemicals covered under the Occupational Safety and Health's (OSHA) Hazard Communication Standard in quantities of 10,000 lbs. or more must file reports with the Indiana Emergency Response Commission (IERC), the Local Emergency Planning Committee and your local fire department.

Your facility appears to be subject to one or more of the law's reporting requirements described below:

1. Notification that your facility produces, uses, or stores an extremely hazardous substance (EHS) as required by SARA Title III, section 302.
2. Notification to the IERC, LEPC, and your local fire department, is required under SARA Title III, Section 304, if your facility experiences an accidental release of an EHS or CERCLA chemical at or above their Reportable Quantities.
3. A submission of Safety Data Sheets (SDS) or a list of hazardous chemicals as required by SARA Title III, Section 311.
4. A submission of Emergency and Hazardous Chemical Inventory forms as required by SARA Title III, Section 312, each March 1st, beginning March 1, 1987.
5. Indiana facilities subject to the Section 312 reporting requirements are also required to pay a filing fee to the Indiana Department of Revenue.
6. If yours is a manufacturing facility, you may have additional reporting obligations under SARA Title III, Section 313, which deals with routine Chemical emissions in the manufacturing process.

Within fifteen (15) days of receipt of this letter, please provide to the agencies listed below the appropriate reporting forms. If you do not believe you are required to report under SARA Title III, please submit to this committee within the same period a written statement to that effect.

Indiana Emergency Response Commission (IERC)
302 West Washington Street, Room E238
Indianapolis, Indiana 46204-2760

(NAME & LEPC ADDRESS)

Fire Dept

Address

City, *State* *Zip*

We urge your immediate attention to this matter, as the law does provide for fines up to \$37,000 per day per violation by the United States Environmental Protection Agency when non-compliance is brought to their attention.

Sincerely yours,

County Local Emergency Planning Committee

